

**ALBANY LIBRARY BOARD**  
MEETING MINUTES – September 15, 2015

Albany Library, 1247 Marin Avenue, 7 p.m.

1. CALL TO ORDER – The meeting was called to order at 7:08 p.m. by Gonzales.

Board Members Present:

Rosalie Gonzales

Marge Atkinson

Sarah Levin

Cynthia Hegedus

City of Albany Staff Present:

Ronnie Davis, Staff Liaison

Alameda County Library Staff Present:

Brian Edwards, Albany Library Manager

Cindy Chadwick, Deputy County Librarian

2. APPROVAL OF MINUTES – July 21, 2015 –

The minutes were approved unanimously (Atkinson/Levin).

3. PUBLIC COMMENTS – One member of the public commended Library Manager Brian Edwards for restoring a sense of order and accountability to the Albany Library and asked for a party in his honor. Gonzales noted that Edwards had been presented to the Albany City Council when the proclamation for National Library Week had been read in April.

4. ALBANY LIBRARY REPORT – Edwards presented a report showing staffing changes and activities, technical upgrades, summer programs, and statistics. This report is attached to these minutes. Board members asked if there were circulation statistics showing eBook use. Edwards said that this statistic wasn't separated by home branch. Board members also asked about library guidelines for the use of the 3-D printer. Edwards said that the American Library Association was working on library guidelines and he would update the Board as the guidelines were developed.

5. **REPORT FROM ALAMEDA COUNTY LIBRARY** – Chadwick reviewed the Library's current Strategic Plan which has thirteen strategies and which can be viewed on the Library's website. As a follow-up to these strategies the Library had conducted an Environmental Scan of Alameda County Library's jurisdictions including Albany. Chadwick noted that the strategy related to a fiscal study has been assigned to Darshan Chattha. A more community created strategic plan will be developed in fiscal year 2016/2017. Chadwick distributed and reviewed recently revised procedures and policies related to collection management issues. She noted the Floating Collection procedures will be suspended in October and library staff is working on a transition plan that will balance collections.

Board comments: Board members asked if it was possible to get records on items specifically withdrawn from the Albany Library collection. Chadwick said it was not currently possible but she would look into the Board's concerns.

Public comments: Members of the public questioned why a record of discarded items was not possible since it seemed like other Sierra systems could generate such a list. People also questioned clarification on how Discover Books made a profit and whether Alameda County Library Foundation was receiving funds from this

arrangement. Members of the public wanted the Board to vote on a motion requesting discard information but since the item was not on the agenda, the Board could not do so.

6. REPORT FROM ALAMEDA COUNTY LIBRARY ADVISORY COMMITTEE (ACLAC) – Hegedus reported that she attended an ACLAC meeting in July and that the next meeting was scheduled in October. At the July meeting interim County Librarian Carmen Martinez presented the Library’s 2015/2016 budget as well as an overview of new outreach programs.

Public comments: Members of the public asked if ACLAC had been asked to vote on the Discover Books arrangement. Chadwick said the contract was presented to ACLAC for information and feedback. Alameda County Board of Supervisors voted on the contract.

Board comments: Board members requested that information about ACLAC meetings be distributed to Board members. Davis said she would forward information she receives.

7. GARDENER AND MARGARET YOUNG BEQUEST – Davis gave background information about the Young Bequest, noting that the executors of the estate had come to a Board meeting and had been impressed by the enhancements to the Edith Stone Room. Edwards presented information on several possibilities for the remaining funds. Ideas included audio upgrades to the Edith Stone Room, various technology-related equipment including a kiosk that would contain several laptops for use in the library, and replacement of chairs.

Board comments: Board members asked for clarification about the technology suggestions such as how an initial purchase is upgraded. They asked what Edwards favored and he said he liked the idea of additional laptops that could be used by children, teens as well as adults. Board members asked if there was a County-wide budget for replacing furniture.

Public comments: One person asked how other laptop kiosks were funded. Ms. Chadwick said that after the first two pilot projects, the libraries were looking for local funders, such as the Castro Valley Friends.

Board comment: Gonzales suggested that Edwards come back with more specific cost figures for the laptop kiosk as well as the audio upgrade for the Edith Stone Room.

8. ANNOUNCEMENTS AND CORRESPONDENCE – Hegedus noted that she had visited the Albany Library booth at the Solano Stroll and suggested that there be more information about library programs and services. Gonzales noted that Board members have worked at the booth in previous years. Davis said she would forward information about this opportunity to Board members next year.

9. FUTURE AGENDA ITEMS –

- Informational presentation on Albany Environmental Scan
- Possible Board Action related to collection management issues
- Gardener and Margaret Young Bequest recommendation

10. ADJOURNMENT – Gonzales adjourned the meeting at 9:13 p.m.



Albany Library Report Sept 15.pdf



Albany Library Young Bequest.pdf